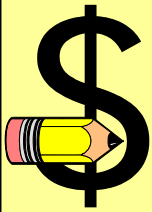


February 2005



# *SCHOOL FINANCE UPDATE*

*A Monthly Newsletter Published by the School Finance Division*

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This newsletter is emailed to school districts, county superintendents, county treasurers, and auditors each month. The newsletter is intended to reach all district staff involved in budgeting, accounting, enrollment, special education funding, and federal programs. Please forward this newsletter to all interested parties. Got suggestions for items to include here? We'd love to hear from you!

## **Thanks From Nica**

Thanks to all school district clerks/ business managers/county superintendents/MAEFAIRS users in Montana - ALL of the MAEFAIRS Spring Enrollment counts were received at the OPI by the deadline. Keep up the great work! -- Nica Carte, OPI MAEFAIRS Specialist

## **Preliminary Budget Data Sheets**

Preliminary Budget Data Sheets for FY 2005-06 will be posted on the OPI website on March 1, 2005. The Budget Data Sheets reflect direct state aid, ANB, special education block grant rates, disproportionate cost funding and GTB subsidies. If funding levels change, Budget Data Sheets will be revised after the Legislative Session ends, which is scheduled for late April. Contact: Bonnie Maze, 444-3249 or email [bmaze@mt.gov](mailto:bmaze@mt.gov)

## **CSCT Audits -100%**

As announced at last Fall's Medicaid workshops, DPHHS will be auditing 100% of the school districts and special education cooperatives participating in the Comprehensive School and Community Treatment Services program (CSCT). This audit will be done primarily at the mental health provider's office. Check out the following web site for a full explanation of the audit: <http://www.dphhs.state.mt.us/hpsd/medicaid/medicaid2/pdf/schoolcsct0804.pdf>. Contact: Jim Oberembt at (406) 444-1257 or [joberembt@mt.gov](mailto:joberembt@mt.gov).

## **1st Semester Transportation Payment**

OPI will make the 1st semester transportation aid payment on March 24. The payment will appear on the same document that notifies districts of the monthly Direct State Aid and State Special Ed payments. Districts will also need to check the rate per mile for school bus routes and make sure the bus inspections have been submitted to the OPI. As usual, OPI will send an official email to notify you of the payment and location of the transportation reimbursement payment details.

At the time you receive the state payment, the county will pay you its portion of the 1st semester payment.

TR-5s (Individual Transportation Contract Claim forms) and TR-6s (School Bus Route Reimbursement Claim forms) received after the February 15<sup>th</sup> deadline will be paid with the second semester payment on June 24. Contact: Maxine Mougeot (406)444-3096 or [mmougeot@mt.gov](mailto:mmougeot@mt.gov).

**Reporting Fixed  
Assets and  
Long Term  
Liabilities**

If the Fixed Assets and Long Term Liabilities were not completed on the FY 2003-04 Trustees' Financial Summary (TFS) submitted by your district, please send OPI the information for the reports when it is available. The reports can be found on the OPI website under the Capital Assets, Depreciation and Long-term Debt heading at the following link: <http://www.opi.state.mt.us/schoolfinance/gasb34.html>. Upon receipt of the reports, OPI will enter the data in the MAEFAIRS system so that the 6/30/04 balances will be accurate starting points for 6/30/05 reporting. Contact: Jim Oberembt, (406) 444-1257 or [joberembt@mt.gov](mailto:joberembt@mt.gov).

**FY2005-06  
Budgeting  
Tools Available**

In an effort to provide school districts with tools to ESTIMATE budgets for the FY05-06 school year, the division of School Finance has made available a General Fund Budgeting Spreadsheet and Draft MAEFAIRS. The spreadsheet allows districts to estimate the general fund budget using the current law including a 2.1% increase in entitlements. The spreadsheet also allows districts to change constants according to new entitlement amounts proposed by the legislature. The Excel spreadsheet is located on the OPI website at the following link:

<http://www.opi.state.mt.us/schoolfinance/excel.html>

Draft MAEFAIRS allows registered MAEFAIRS users the opportunity to estimate budgets in all budgeted funds using current law entitlements. To access Draft MAEFAIRS, go to the OPI website, login to IRIS and choose Draft MAEFAIRS.

Districts should remember that during a legislative year, budget numbers are not final until the end of the legislative session.

**MASBO  
Budgeting  
Workshops  
Offered**

The Montana Association of School Business Officials (MASBO) is offering budgeting workshops on Wednesday, March 9 in Great Falls and Monday, March 14 in Billings. If the legislature finalizes major changes to the funding formula by that time, these workshops will be cancelled. Workshop and registration information is available from MASBO at 442-5599 or [masbo@intch.com](mailto:masbo@intch.com).

**Montana 2005  
Legislative  
Session**

Information regarding all aspects of the 2005 Montana Legislative Session is available at the following link:

[http://laws.leg.state.mt.us/pls/laws05/LAW0200W\\$.startup](http://laws.leg.state.mt.us/pls/laws05/LAW0200W$.startup)

**Useful Websites**

List of all Official OPI E-Mails: [http://www.metnet.state.mt.us/Official\\_Mail](http://www.metnet.state.mt.us/Official_Mail)

OPI's GASB 34 Web Page:

<http://www.opi.state.mt.us/schoolfinance/gasb34.html>

Bus Safety and Driver Training Videos:

<http://www.opi.state.mt.us/pdf/pupiltransport/TrainingVideos.pdf>

OPI's "Get Answers" searchable databases for School Finance:

[http://data.opi.state.mt.us/scripts/rightnow.cfg/php.exe/enduser/std\\_alp.php?p\\_sid=VtNdSksh&p\\_lva=&p\\_li=&p\\_page=1&p\\_prod\\_lv1=2&p\\_prod\\_lv2=%7Eany%7E&p\\_cat\\_lv1=%7Eany%7E&p\\_search\\_text=&p\\_new\\_search=1&p\\_search\\_type=3&p\\_sort\\_by=dfilt](http://data.opi.state.mt.us/scripts/rightnow.cfg/php.exe/enduser/std_alp.php?p_sid=VtNdSksh&p_lva=&p_li=&p_page=1&p_prod_lv1=2&p_prod_lv2=%7Eany%7E&p_cat_lv1=%7Eany%7E&p_search_text=&p_new_search=1&p_search_type=3&p_sort_by=dfilt)

*Let us know if you  
are looking for a  
particular form, and  
we'll do our best to  
provide it  
electronically!*

School Finance forms and publications: <http://www.opi.state.mt.us/schoolfinance/forms.html>

FP-14 Student Attendance Agreement:  
<http://www.opi.state.mt.us/PDF/SchoolFinance/forms/FP14Fillin.pdf>

FP-14A Special Tuition Rates (used with FP-14)  
<http://www.opi.state.mt.us/PDF/SchoolFinance/forms/FP14AFillin.pdf>

2005 Elections Calendar:  
<http://www.opi.state.mt.us/PDF/SchoolFinance/forms/2005Calendar.pdf>

CFDA Numbers for Federal Grants: <http://www.opi.state.mt.us/FederalPrograms/handbook.html>  
(Appendix F of the OPI State and Federal Grants Handbook)

Budget Amendment Packet: OPI offers a packet of information about the budget amendment process for school districts:  
<http://www.opi.state.mt.us/pdf/schoolfinance/forms/2002bapacket.pdf>

Montana Codes Annotated (MCA) Online:  
<http://www.opi.state.mt.us/masterMCASearch.html>

Pupil Transportation link for MAPT Conference information and training opportunities:  
<http://www.opi.state.mt.us/PupilTransport/index.html#train>

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